



# HAWAIIAN — AIRLINES. —

## Performance Development Plan

Year End Review (Dec, 2014 - Nov, 2015)

### EMPLOYEE INFORMATION

Name:	<input type="text"/>	Title:	<input type="text"/>
Manager Name:	<input type="text"/>	Department:	<input type="text"/>
Employee ID:	<input type="text"/>	Job ID:	<input type="text"/>

### RATINGS GUIDE

#### Exceptional Performance:

- Consistently exceeds goals and gets results.
- Demonstrates mastery of competencies that are critical to role.
- Gets things done the right way.

[Click here to review the specific criteria required to achieve an Exceptional Performance rating.](#)

**Performing:** Consistently accomplishes the goals and duties that are assigned and demonstrates the right behaviors.

**Needs Improvement:** Does not achieve multiple goals, and performs below what is needed or expected for someone in this position.

### GOALS

#### Goals

Self: N/A

Title:




Comments:

Self: N/A

 [Add Past Goal](#)



### COMPETENCIES

#### Competency

Self: N/A

Title:



Comments:

Self: N/A

Self: N/A

Title:



Comments:

Self: N/A

Self: N/A

Title:



Comments:

Self: N/A

[Add Past Goal](#)



## OVERALL RATING

Please select an overall rating and enter comments.

NOTE: A rating of "Exceptional Performance" must meet the [required criteria](#).

- Exceptional Performance
- Performing
- Needs Improvement

Self

- 
- 
- 

Self: N/A

Comments:



## DEVELOPMENT PLAN (Optional)

Employees: Enter any development plans to support your growth and development needs.

Managers: If a development plan is entered by your employee, review the proposed plan and copy and paste the information into the field below. If the information is not copied over, it will not be saved in your employees Personal Pages. If a development plan has not been entered by your employee, you may enter a plan below to support his/her growth and development needs.

### Development Plan

Self: N/A

Title:  Due:

 

 Add  
Development  
Plan



## MANAGER COMMENTS

To be completed after review is approved by HR and employee / manager meeting to discuss review has taken place (Optional)



## EMPLOYEE COMMENTS

To be completed after review is approved by HR and employee / manager meeting to discuss review has taken place (Optional)

Self: N/A



*An electronic signature on this document indicates a discussion has taken place with your manager and you understand your Performance Development Plan (PDP). It does not indicate your agreement.*